

DEPARTMENT OF THE NAVY HEADQUARTERS UNITED STATES MARINE CORPS **WASHINGTON, DC 20380**

MCO 4610.26C LFT-d1d 22 Apr 1986

MARINE CORPS ORDER 4610.26C W/CH 1, 2

From: Commandant of the Marine Corps

Distribution List To:

Subj: Procedures for Sumbission of Transportation Reports

Encl: (1) Listing of Acronyms and Definitions

(2) Data Element Descriptions/Formats for Required Reports (Sample Formats)

- Reports Required: I. HHG Specail Request Process (detailed) (microfiche) HHG Special Reqest Process Summary (microfiche) (Report Symbol MC-4600-17, pages 1-5, encl. (2)
 - II. O &MMC TOT Status of Funds Report (message) (Report Symbol MC-4600-13) pages 6 and 7, encl. (2)
 - III. Marine Corps Stock Fund (MCSF) Monthly Status of Funds Report (listing) (Report Symbol MC-4600-14) page 8, encl. (2)
 - IV. Pay Adjustment Authorization (DD Form 139) Issued (Date of Month) for Collection of Excess Cost on Personal Property Shipments (HHG, Moble Homes, POVs) by Grade (Net Cost) Report (Listing) (Report Symbol MC-4600-32) page 9, encl. (2)
- 1. Purpose. To promulgate instructions for the submission of reports (microfich listings) required for management of funds budgeted for the movement of Marine Corps personnel and things.
- 2. <u>Cancellation</u>. MCO 4610.26B.
- 3. <u>Information</u>. The management of funds budgeted for the movement of Marine Corps personnel and things requires the timely submission of reports to Headquarters Marine Corps for accounting and budgeting purposes. The reports required are the minimum necessary for these purposes. A listing of applicable abbreviations and definitions is provided in enclosure (1).
- Action. The Commanding General (Code 470), Marine Corps Logistics Base (MCLB), Albany, shall:
- a. Submit on a monthly basis (using applicable reporting symbols, prescribed data elements, and distribution identified in enclosure (2) one copy of the reports (microfiche/listings) required by this Order. These reports are to contain expenditure/obligation data processed by your Branch, including all supplemental bills. Monthly reports are due at Headquarters Marine Corps no later than the fifth day after the end of the reporting month. Report Symbols MC-4600-17 and MC-4600-14 have been assigned to these reports.
- b. Submit on a monthly basis a message report on the status of Operation and Maintenance, Marine Corps/Operation and Maintenance, Marine Corps Reserve, Transportation of Things (O&MMC/O&MMCR, TOT) funds. This monthly report will reflect current fiscal year and prior fiscal years expenditures paid during the reporting month, bills on hand for payment, and the cumulative totals for first and second destination transportation. The required message format is shown in enclosure (2). Report Symbol MC-4600-13 has been assigned to this report.
- c. Submit on a monthly basis a pay adjustment authorization report in the format identified at enclosure (2) to the Commandant of the Marine Corps (FDB) and (LFT-4). Report Symbol MC-4600-32 has been assigned to this report.

5. Reserve Applicability. This Order is not applicable to the Marine Corps Reserve.

Acting Deputy Chief of Staff for Installations and Logistics

DISTRIBUTION: 7000164 (10)

6025003/700050, 127, 148, 154/8145004, 005 (2)

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DEPARTMENT OF THE NAVY HEADQUARTERS UNITED STATES MARINE CORPS WASHINGTON, DC 20380

MCO 4610.26C Ch 1 LFT-1-dt 11 May 1987

MARINE CORPS ORDER 4610.26C Ch 1

From: Commandant of the Marine Corps

To: Distribution List

Subj: Procedures for Submission of Transportation Reports

Encl: (1) New page inserts to MCO 4610.26C

1. Purpose

2. Action

a. Remove the letterhead page, and page 2 of the basic Order and replace with corresponding pages contained in the enclosure.

b. Insert new pages 9 and 10 or enclosure (2) in the basic Order. $\,$

c. Enclosure (2) , page 1, arter the word "Subhead" change
(see page 9) to read "(see page 10)."

d. Enclosure (2) page 1, under the word "month" change "(see page 9)" to read "(see page 10)."

3. <u>Change Notation</u>. Paragraphs denoted by an asterisk(*) symbol contain changes not previously published.

4. <u>Filing Instructions</u>. This Change transmittal will be filed immediately following the signature page of the basic Order.

W. J. WALLS

Acting Deputy Chief of Staff for Installations and Logistics

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DEPARTMENT OF THE NAVY HEADQUARTERS UNITED STATES MARINE CORPS WASHINGTON, DC 20380-0001

MCO 4610.26C Ch 2 LFT-2 10 Sep 92

MARINE CORPS ORDER 4610.26C Ch 2

From: Commandant of the Marine Corps

To: Distribution List

Subj: PROCEDURES FOR SUBMISSION OF TRANSPORTATION REPORTS

1. Purpose. To direct pen changes to the basic Order.

2. Action

- a. On the letterhead page delete the Pay Adjustment Authorization Report (Report Symbol MC-4600-32).
 - b. On the letterhead page delete paragraph 4c.
- c. Remove page 9 to enclosure (2) of the basic Order and renumber the remaining pages.
- 3. <u>Filing Instructions</u>. This Change transmittal will be filed immediately following the signature page of the basic Order.

RATIEBUIT R

R. A. TIEBOUT
Deputy Chief of Staff
for Installations and Logistics

DISTRIBUTION: PCN 10206151002

Copy to: 7000144/8145001 (1)

ERRATUM

to

MCO 4610.26C

PROCEDURES FOR SUBMISSION OF TRANSPORTATION REPORTS

1. Change the PCN at the bottom of the letterhead page to read "PCN 102 061510 00" vice "PCN 102 016510 00".

DISTRIBUTION: 7000164 (10)

6025003/7000050, 127, 148, 154/8145004, 005 (2)

Copy to: 7000144/8145001/Marine Corps Freight Office,

Oakland Army Base, Bldg. 640, Oakland, CA 94626-5000

PCN 102 061510 80

LISTING OF ACRONYMS AND DEFINITIONS

AMT Amount

AVG Average

CMC Commandant of the Marine Corps

DESTN Destination

DIST District

DITY Do-It-Yourself Move

FAN Functional Account Number

FY Fiscal Year

GBL Government Bill of Lading

HQMC Headquarters Marine Corps

JIN Job Identification Number

LOGAIR Air Force Contract Air System

MAC Military Airlift Command

MCLB Marine Corps Logistics Base

MCSF Marine Corps Stock Fund

MEAS Measure, Measurement

MSC Military Sealift Command

MTMC Military Traffic Management Command

O&MMC Operation and Maintenance, Marine Corps

O&MMCR Operation and Maintenance, Marine Corps Reserve

Orig Origin

POD Port of Debarkation

POE Port of Embarkation

PRI Priority

QUICKTRANS Navy Contract Air System

RCS Report Control Symbol

SAAM Special Assignment Airlift Mission

SF Standard Form

SYM Symbol

TAC Transportation Account Code

TAPOD Traffic Area Port of Debarkation

TAPOE Traffic Area Port of Embarkation

TCN Transportation Control Number

TOT Transportation of Things

TP Transportation Pricrity

TRANS Transportation

WCC Water Commodity Code

WT Weight

ENCLOSURE (1)

2

Avg Cost Deviation DISTRIBUTION: Commandant of the Marine Corps (LFT-1), Headquarters, U.S. Marine Corps, Washington, DC 20180-0001 Commandant of the Marine Corps (LLF), Headquarters, U.S. Marine Corps, Washington, DC 20180-0001 Avg WT Deviation DATE: Avg Dist Deviation (Type of Personal Property/Household Goods or Acquisition) Avg Cost HOUSEHOLD GOODS SPECIAL REQUESTS PROCESS Total 7 Access SUBHEAD: 1/ (See page 9) PART I Month Trans. Charges 6 .C. Total Avg Dist Per Hove No. of No. of Shipments Moves RCS: NC-4600-17 SUBBEAU TOTALS: A4410V43 **ENLISTED** 11222222

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MESSAGE

SAMPLE FORMAT

Data Element Sample Format unable to read Sample RCS: MCO-4600.13

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OK MAN IK			17			
ACTION LEGIS		(B,C)				
10FG FB-3(4) TFE (X-3(1)						

DISTRIBUTION: Commandant of the Marine Corps (LFT-1),

Headquarters, U.S. Marine Corps, Washington, DC 20380-0001/commandant of the Marine Corps (LLf), Headquarters, U.S. Marine Corps, Washington, DC 20380-0001/Commandant of the Marine Corps (LLF) Headquarters U.S. Marine Corps, Washington, DC 20380-0001

RCS: <u>MC-4600.13</u>

MESSAGE--Continued

SAMPLE FORMAT

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PB THIS PERSON (SBT/FBT)	80	
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ACT DB (-1511) (0,C)
BBFQ FB-5151 TFI CC-5(1)

Data Element Sample format unable to Read sample RCS: MC-4600.13

RCS: MC-4600-14

SAMPLE FORMAT (Listing)

MARINE CORPS STOCK FUND (MCSF) MONTHLY STATUS OF FUNDS REPORT (CURRENT FY, CURRENT FY MINUS 1, and CURRENT FY MINUS 2)

1. The current status of MCSF funds is as follows:

FY _____Bills Certified

	Estimated* Obligations			Authorization HOMC Use Only
Previously Reported:	\$	\$ **	Ş	>
Current Month:	\$	\$	Ş	\$
Cumulative Totals	\$	\$		\$
2. The following is by TAC ac reported t		_	ions and	d expenditures
TAC Obligations Ex	penditures	TAC Obl:	igations	Expenditures
M611 \$ \$		M623	\$	\$
M612		M624		
M613		M625		
M614		M626		
M616		M627		
M617		M628		
M618				
TOTAL \$ \$		TOTAL \$		\$

- * Estimated obligations based on advance copies of documents received from transportation.
- ** Disbursements.

 ${\tt DISTRIBUTION:} \quad {\tt Commandant} \ \, {\tt of} \ \, {\tt the} \ \, {\tt Marine} \ \, {\tt Corps} \ \, ({\tt FDB}) \, ,$

Headquarters, U.S. Marine Corps, Washington, DC 20380-0001/Commandant of the Marine Corps (LLF), Headquarters, U.S. Marine Corps, Washington, DC

20380-0001

	PAY ADJUSTMENT A FOR COLLECTION (HHG,	Y ADJUSTMENT AUTHORIZATION (DD FORM 139) ISSUED (DATE OF MONTH) FOR COLLECTION OF EXCESS COST ON PERSONAL PROPERTY SHIPMENTS (HHG, MOBILE HOMES, POVS) BY GRADE (NET COST)	ORM 139) ISSUED PERSONAL PROPER BY GRADE (NET	(DATE OF MONTH TY SHIPMENTS COST)	-
Grade	HHG	DITY	Mobile Homes	POVS	Totals
PVT-CPL (Under 2 yrs of service)	\$162,407.45(415)	\$29,725.58(164)	\$ 687.65(1)	00.	\$192,820.68(580)
CPL-SGT	46,135.05(139)	31,177.96(107)	50,522.18(128)	229.73(1)	128,064.92(375)
SSGT	70,145.65(120)	4,974.44(17)	25,781.81(49)	1,722.82(6)	102,624.72(192)
GYSGT	102,013.07(191)	664.58(6)	6,270.86(20)	258.29(3)	109,206.80(220)
MSGT/1STSGT	47,655.19(107)	561.42(5)	1,523.96(5)	167.38(3)	49,907.95(120)
MGYSGT/SGTMAJ	27,367.94(42)	00.	244.66(1)	00.	27,612.60(43)
2DLT/WO-1	4,979.79(14)	1,753.20(10)	166.00(1)	258.59(1)	7,157,58(26)
1STLT/CWO-2	9,527.08(3)	31.20(2)	5,891.56(3)	00.	15,449.84(36)
CAPT/CWO-3	33,568.34(72)	2,343.24(8)	110.00(1)	602.82(1)	36,624.40(82)
MAJ/CWO-4	42,615.14(96)	653.20(2)	00.	527.85(1)	43,796.19(99)
LTCOL	25,773.34(58)	541.21(3)	00.	00.	26,314.55(61)
COL & GEN OFFICERS	15,338.98(22)	00.	00.	00.	15,338.98(22)
TOTAL					\$754,919.21(1856)

ENCLOSURE (2) Ch 1 (11 May 1987)

FOOTNOTE

- $\underline{1}$ Refer to current edition MCBUL 4610; subj: Cargo and Personal Property Transportation Accounting Data.
- 2 Under appropriate subhead, separately identify the following types of personal property household goods, or acquisition.

Household Goods - Domestic
Household Goods - international
Local Drayage
Packing
Nontemporary Storage
Unaccompanied Baggage
Mobile Homes
Do-it-Yourself Moves
POV for Deceased

ENCLOSURE (2) Ch 1 (11 May 1987)